

PLANNING AND ZONING COMMISSION

PZ AF 09-11-2023

Chairperson Conlin called the regular meeting of the Planning and Zoning Commission to order at 5:30 p.m. on Monday, September 11, 2023, in the Council Chambers of the West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines, and Electronically through Zoom.

Roll Call: Conlin, Costa, Crowley, Davis, Hatfield, McCoy, ShawPresent

Item 1- Consent Agenda

Item 1a – Minutes of the meeting of August 14, 2023

Chair Conlin asked for any comments or modifications to the August 14, 2023, minutes.

Moved by Commissioner Costa, seconded by Commissioner Crowley, the Planning and Zoning Commission approved the August 14, 2023, meeting minutes.

Vote: Conlin, Costa, Crowley, Davis, Hatfield, McCoy, ShawYes
Motion carried.

Item 2 – Public Hearings

There were no Public Hearing items.

Item 3 – Old Business

There were no Old Business items to address.

Item 4 – New Business

There were two New Business items.

Item 4a – Bridge Lot, NW Corner of S. 19th Street and Fuller Road – Approve Preliminary Plat to allow subdivision into two lots for development, two outlots for the Jordan Creek, and one street lot and approve a Phased Site Plan for footings, foundations, and private utilities for one 4-unit townhome building – Walnut Creek Community Church – PP-006118-2023/SP-006086-2023

Ed Arp, Civil Engineering Consultants, 2400 86th St, Suite 12, Des Moines, presented this application on behalf of Walnut Creek Community Church. Mr. Arp noted the previously unused portion of the church camp site which is planned for construction of a four-unit townhome to be used for visiting missionaries. There will be a replat of 11 acres, with the townhome located on a 2-acre parcel. The preliminary plat is being presented for approval, with a phased site plan which will allow for the installation of site utilities, footings, and foundations. Mr. Arp noted that the applicant is in agreement with staff recommendations and conditions of approval.

Kara Tragesser, Development Services Planner, stated she had nothing to add but was available for questions.

Chair Conlin asked if anyone from the audience would like to speak to this item, seeing none, asked for continued discussion or a motion.

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Moved by Commissioner Hatfield, seconded by Commissioner Crowley, the Planning and Zoning Commission approved a resolution recommending approval of the phased side plan subject to the following conditions:

1. No building permit for above ground construction will be issued until the full site plan is approved.
2. No combustible materials are to be stored on site until water infrastructure is in place and the full site plan is approved.
3. Proof of payment to MidAmerican Energy for two streetlights is submitted to the City prior to the full site plan approval.

Vote: Conlin, Costa, Crowley, Davis, Hatfield, McCoy, Shaw Yes
Motion carried.

Item 4b – Picket Fence Communities, Northeast corner of S. 88th Street and Mills Civic Parkway – Approve a Preliminary Plat to create 1 lot for Multi-family Residential and 7 lots for Single Family Residential and approve a Site Plan to allow construction of 236 multi-family dwellings – PFC WDM, LLC – PPSP-006109-2023

Brent Culp, Snyder & Associates, 2727 SW Snyder Blvd, Ankeny, presented the request on behalf of PFC WDM LLC, noting that owner Robert Sanchez was present online for questioning, if needed. Mr. Culp informed regarding the location of the site and the recently approved Silverwood PUD amendment. He provided drawings showing the density of the various structures, noting that those buildings with higher density are located toward the center of the development. Mr. Culp stated there are two access points from 85th and 88th Street, 85th being a new street that will be constructed as part of the development. He noted locations of utilities and sidewalks, adding that water, storm and sewer would be private. Amenities located off 85th Street would include a clubhouse, sport courts, trails, and a possible pool in the future. They are in agreement with Staff recommendations and conditions of approval and are in the final steps toward finalizing a parkland dedication agreement for the site.

Commissioner Davis asked what prompted the change of use for this site. Mr. Culp responded that there was an original zoning change from office to residential, followed by a proposal for a rental single unit community. Infrastructure costs proved to be prohibitively high, and it was determined that the concept which did not include garages would not work in this climate and market. The current proposal includes a garage with each unit.

Brian Portz, Development Services Planner, summarized the two conditions of approval, commenting that the parkland dedication agreement would likely be signed prior to City Council review next week. A separate parcel adjacent to this site on the northwest corner has been proposed for memory care use, which would require a rezoning to match the residential use of the Picket Fence property. With like uses, no buffer between the sites would be required. On the basis of an agreement between the two owners, the City will be considering granting a waiver of the buffer at this location.

Chair Conlin asked if anyone from the audience would like to speak to this item, seeing none, asked for continued discussion or a motion.

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Moved by Commissioner McCoy, seconded by Commissioner Costa, the Planning and Zoning Commission approved a resolution recommending approval of the preliminary plat and site plan subject to the following conditions:

1. The City Council granting a waiver of a thirty-foot (30') landscape buffer adjacent to the adjoining property at the northwest corner of the applicant's property.
2. The applicant agreeing that no building permit shall be issued for any building on the Picket Fence property until the Parkland Dedication Agreement has been signed by the applicant.

Vote: Conlin, Costa, Crowley, Davis, Hatfield, McCoy, Shaw Yes
Motion carried.

Item 5 – Staff Reports

Planner Brian Portz announced that the Consultant working with Development Services to update the City Zoning Code will be presenting an update at a workshop following the Monday, September 18 City Council Meeting. The Planning & Zoning Commission and Board of Adjustment members are invited to attend this meeting or listen in virtually.

Chair Conlin asked the process for reviewing the zoning code. Planner Portz replied that there will be public hearings and workshops with the Commission to review text changes, and that staff will present changes with comments.

Commissioner Shaw asked whether there would be an Executive Summary. Planner Portz stated there will be a list of the major changes proposed.

Item 6 – Adjournment

Chair Conlin adjourned the meeting at 5:43 p.m.


Jennifer Canaday, Recording Secretary


Andrew Conlin, Chair